

To whom it may concern,

We are conducting a Phase I Environmental Site Assessment (Phase I) of the property located at 1106 Industrial Parkway, Brick, NJ 08724 (Block 1068, Lot 21). As part of this Phase I, we are requesting that your office perform a records search to seek any identifiable remedial, permitting, and enforcement violation records at the property. Generally we are interested in files related to historic property owners and operators, permits taken out by site owners/operators/sub-contractors, fires reported on site, police calls to the property, connections to town sewer/water, municipal violations, and EPA/NJDEP investigations. Specifically we need to review:

Construction/Plumbing/Fire permits issued on the property;  
Fire Department Incident Reports;  
Police Department Incident Reports;  
Municipal violations;  
Surveyed Site Plans/Remediation Plans;  
Certificate of Occupancies;  
Any Deeds or Easements Concerning the Property Dating Back to 1932;  
Copies of correspondence with the EPA/NJDEP;  
Municipal Water and Sewer Connections.

We are aware of the time, expense and burden our request has on your department. We would be glad to ease that burden in any way possible. If you are able to pull the files and they are unable to be sent electronically, we would be glad to travel to your office to review and copy anything needed for our investigation.

Thank you for your time and effort. If I can be of any further assistance please call or email me.

Best regards,  
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